



UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA
OFFICE OF THE CLERK OF COURT

MEMORANDUM

Date: _____

To: Courtroom Deputy Clerk to, _____

From: _____

Re: **Notice of Statistical Adjustment**

Case Number: _____

Case Name: _____

This is to notify you that the ☐ Opening ☐ Closing ☐ Reopening ☐ Reassignment of the above-entitled case will be reported for the month of _____ instead of _____ for the following reason(s):

☐ Document ☐ closing ☐ reopening ☐ reassigning the case, filed on _____ was received on _____, after the reporting cut-off for the filing month.

☐ Made JS-5 this date. ☐ Made JS-6 this date. ☐ Reassignment made this date.

☐ Document ☐ closing ☐ reopening ☐ reassigning the case was docketed timely but the ☐ JS-6 ☐ JS-5 ☐ Reassignment was not statistically made.

☐ Made JS-5 this date. ☐ Made JS-6 this date. ☐ Reassignment made this date.

☐ Case was ☐ closed in error on _____. Reopening JS-5 made this date.

☐ Case was ☐ reopened in error on _____. Closing JS-6 made this date.

☐ Case was ☐ assigned ☐ reassigned to _____ in error. Case is, this date, reassigned from _____ to _____.

☐ Other:

cc: Data Collections & Analysis

Supervisor: ☐ DQA

☐ Deputy in Charge